



**CITY OF WATERTOWN, NEW YORK**  
**OFFICE OF PLANNING & COMMUNITY DEVELOPMENT**

SUITE 304, CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3362  
TEL. (315) 785-7740  
FAX (315) 785-7829

KENNETH A. MIX  
PLANNING & COMMUNITY  
DEVELOPMENT COORDINATOR

December 31, 2015

To: Planning Board Members  
From: Michael A. Lumbis, Planner  
Subject: January 5, 2016 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, January 5, 2016 at 3:00 p.m. in the City Council Chamber of City Hall.

At that meeting, the following agenda will be discussed:

1. Call to order and reading of the Minutes of the December 1, 2015 Planning Board meeting.
2. Tabled Application: Waiver of Site Plan Approval – Request submitted by Jason Gilmore for the construction of a 1,200 square foot pre-fabricated cold storage building at 241 Coffeen Street, Parcel Number 7-04-124.000.
3. Tabled Application: Waiver of Site Plan Approval – Request submitted by Edward G. Olley Jr., AIA, of GYMO, Architecture, Engineering & Land Surveying, D.P.C. on behalf of the New York State Zoo at Thompson Park for the construction of a 579 square foot building addition to the Otter Exhibit Building located at 1 Thompson Park, Parcel Number 12-30-101.000.
4. Site Plan Approval – Request submitted by Michael Altieri of Bernier, Carr & Associates on behalf of Samaritan Medical Center for the construction of a 17,900 square foot, three-story addition and a reconfigured parking lot at 830 Washington Street, Parcel Number 14-02-101.000

NOTE: All applicants (or an authorized representative) involved in the above requests must attend this meeting. If no one is present, the Planning Board will not act upon that request.

cc: City Council Members  
Jason Gilmore, 241 Coffeen St., Watertown, NY 13601  
Edward G. Olley Jr., AIA, GYMO, D.P.C., 220 Sterling St., Watertown, NY 13601  
Michael Altieri, PE, Bernier, Carr & Associates, 327 Mullin St., Watertown, NY 13601  
Chris Bastien, Samaritan Medical Center, 830 Washington St., Watertown, NY 13601